



Division of Insurance

DIVISION POLICY ON REQUEST FOR REFUNDS OF APPLICATION FEES

Application fees are NON-REFUNDABLE pursuant to 10-2-413 (2) C.R.S. In addition, prior to submitting an application, each applicant is asked to mark a box evidencing his or her understanding that application fees are NON-REFUNDABLE.

PLEASE NOTE that the Division WILL NOT entertain refunds for application fees in the following instances:

1. The applicant marked the incorrect line of authority when completing the application.
2. The applicant applied for an agency license that was already held by the agency
3. The applicant completed two identical applications
4. The applicant applied for a license that he or she is not required to hold
5. The applicant applied for a license that he or she was not qualified to hold

If you believe your request does not fit within these three categories, please send a WRITTEN request for a refund with a full explanation of your situation. Mail the request to:

Producer Licensing Section
Colorado Division of Insurance
1560 Broadway
Suite 850
Denver, CO 80202

We will review your request and respond to you in writing within 20 days.

Updated: 12/7/10